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VIA FEDERAL EXPRESS

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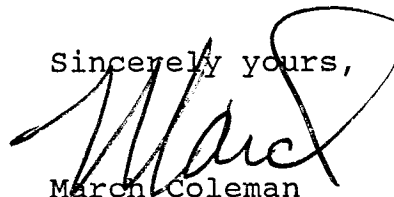
Dear Susan:

Pursuant to our telephone discussion today, I am enclosing the current PM-USA Records Management Manual.

I also am returning the original materials you sent me on January 14; I am retaining a copy.

Please give me or Bill Allinder a call if you have any questions.

Sincerely yours,



March Coleman

Enclosures

cc w/o encls: William L. Allinder

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